LOS ANGELES COUNTY
INFORMATION SYSTEMS COMMISSION

383 Kenneth Hahn Hall of Administration • 500 West Temple Street • Los Angeles, CA 90012
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Members

Raoul J. Freeman,
Ph.D. *Chair*

T. Austin Bordeaux
William Chen
Ying Tung Chen
Jonathan S. Fuhrman
Marilyn G. Katherman
Tom Ross
Alfred S. Samulon
Arnold Steinberg

MINUTES OF REGULAR MEETING
of
November 6, 2006
Room 372 Kenneth Hahn Hall of Administration

Members Present

Raoul Freeman, Chair
William Chen
Jonathan Fuhrman
Marilyn Katherman
Tom Ross
Fred Samulon

Members Excused

T. Austin Bordeaux
Ying Tung Chen
Arnold Steinberg

CALL TO ORDER

Chairman Raoul Freeman called the meeting to order at 3:32 p.m.

APPROVAL OF MINUTES OF SEPTEMBER 18, 2006

On motion of Commissioner Samulon, seconded by Commissioner Katherman and unanimously carried, the minutes of September 18, 2006 were approved as submitted.

CHAIRMAN'S REPORT

There was none.

CIO AUDIT BY BLUE CONSULTING

At the request of the Auditor-Controller, this item was continued to the January 2007 meeting.

I.T. JOB RECLASSIFICATION UPDATE

Susan Curran and Steve Masterson, Chief Administrative Office provided the following updates:

- Phase I has been completed establishing four new IT Job Families: (1) Technical Support Analysts; (2) Network Systems Administrators; (3) Information Security Officers; and (4) Database Administrators. They also revised 14 existing classifications, developed Principal level for core IT functional areas and reclassified approximately 300 IT positions. Please note that this represents more than 60% of all IT positions.

- Phase II is in progress. It will create CIO positions for departments, consolidate and revise IT Manager positions and consolidate and revise IT Supervisor positions.

- Phase II will being in the spring of 2007. It will consist of work revising telecommunications positions, the Computer Operations series and establish a new series based on current technology.

Chairman Freeman thanked Ms. Curran and Mr. Masterson for their informative updates.

I.T. SECURITY UPDATE

Al Brusewitz, Chief Information Security Officer (CISO), provided the following update:

- In the Governance Process, the Information Security Steering Committee was established consisting of Department Information Security Officers and chaired by the CISO; additionally, a Security Engineering Teams were established with specific chartered areas of responsibility.

- In the area of Policy Development, basic policies were implemented first. Additional policies are in process and some standards have been developed. There are three policies awaiting Board approval: (1) Incident Response Policy; (2) Portable Device Security Policy; and (3) Security Awareness Training Policy.

- In the area of Security Program Status, a security web site is in operation, technical solutions are being developed to protect the network, a standard software will be used for AV, span and web filtering, and a major focus is the control of virus, worm and intrusion incidents.

- In the area of Assessment Process, the CIO is working with USC to develop an annual security questionnaire. There is also a self-assessment questionnaire for departments that was approved by the Steering Committee in October of this year. Also, the Committee is examining an automated assessment tool from FoundStone.

After a question and answer period, Chairman Freeman thanked Mr. Brusewitz for his presentation. However, Chairman Freeman indicated that all these policies and processes

will be for naught if they are not enforced. The Chairman requested that Mr. Brusewitz work on meaningful enforcement procedures, get them approved and report back to the Commission.

E-GOVERNMENT REVIEW

Several commissioners reported that they still have been either unable to speak with Departmental representatives or have received no additional information. Jon Fullinwider, CIO, volunteered his office's assistance in this process and staff was directed to give him the pertinent information.

MATTERS NOT ON THE POSTED AGENDA (TO BE BRIEFLY DISCUSSED AND PLACED ON A FUTURE AGENDA)

There were none.

PUBLIC COMMENT

There was none.

ANNOUNCEMENT

The next meeting is scheduled for Monday, January 22, 2007 at 3:30 p.m. in Room 372, the Sybil Brand Office Suite Conference Room (372).

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:46 p.m.